

WELCOME!

We invite you to support the *22nd Annual Governor's Conference on Workforce Development*. This innovative one-of-a-kind conference brings together representatives from all partners of the workforce development system to exchange ideas, experiences and perspectives. The Governor's Conference on Workforce Development puts you in direct contact with over 800 local, state and federal workforce development professionals; government leaders; business and industry leaders; economic development and education professionals; and career counselors throughout the State of Missouri and across the nation.

Your organization has many excellent opportunities for promotion at this event. Opportunities include sponsorships, exhibits, advertisements and promotional materials. Please take a few moments to review this

Conference Location

Tan-Tar-A Resort
State Road KK
P.O. Box 188TT
Osage Beach, MO 65065
www.tan-tar-a.com

The 22nd Annual Governor's Conference on Workforce Development will be held at Tan-Tar-A Resort located in Osage Beach, Missouri. The Exhibit Hall will be located in the Windgate Hall. To receive the special discounted room rate of \$89.76 plus applicable taxes per night, call Tan-Tar-A directly at 800.826.8272 or 573.348.3131. Please mention the 22nd Annual Governor's Conference on Workforce Development to be included in the Conference room block.

For more information about the 22nd Annual Governor's Conference on Workforce Development contact the Missouri Division of Workforce Development

Telephone: 573.751.2816
Fax: 573.751.4088
Email: lori.james@ded.mo.gov

brochure to see the number of opportunities available to you and your organization.

The networking reception, breaks and breakfast will be held in the Exhibit Area to provide your organization an opportunity to showcase your products and services.

Advertising opportunities will promote your products and services to workforce development professionals across the country. Advertisements will be published in the Conference Program.

If you are unable to participate at the Conference, your company's literature and promotional items can be inserted into the conference bags for a nominal fee.

We welcome your participation and hope you will enjoy the 2004 Governor's Conference on Workforce Development.

Who Attends the Conference?

The *22nd Annual Governor's Conference on Workforce Development* brings together individuals representing all sectors of the workforce development system including:

- Business and Industry Leaders
- Chamber of Commerce Executives
- State and Local Economic or Community Development Organizations and Agencies
- State and Local Educational Agencies and Institutions
- Elected Officials at the State and Local Level
- State and Local Government Leaders
- Labor Organizations and Agencies
- Workforce Development Organizations and Agencies
- Community-Based Organizations and Agencies
- Social Service Organizations and Agencies
- Workforce Development System Program Participants

CONFERENCE AT A GLANCE*

Wednesday, October 6, 2004

8:00 am - 5:00 pm	Conference Registration
9:00 am - 12:00 pm	Exhibit Setup
12:00 pm - 6:00 pm	Exhibit Hall Open
1:30 pm - 3:00 pm	Opening General Session
	Keynote Speaker: Bob Holden , Governor
	Alumni Awards Ceremony
3:15 pm - 4:45 pm	Concurrent Workshop Sessions
5:00 pm - 6:00 pm	Opening Reception
6:00 pm	Dinner On Your Own

Thursday, October 7, 2004

7:30 am - 5:00 pm	Conference Registration
7:30 am - 8:30 am	Continental Breakfast
7:30 am - 12:00 pm	Exhibit Hall Open
8:30 am - 10:00 am	General Session
10:00 am - 10:30 am	Refreshment Break / Visit Exhibits
10:30 am - 12:00 pm	Concurrent Workshop Sessions
12:00 pm - 2:00 pm	Luncheon
	Workforce Excellence Awards Ceremony
2:00 pm - 4:00 pm	Exhibit Hall Open
2:15 pm - 3:30 pm	Concurrent Workshop Sessions
3:30 pm - 3:45 pm	Refreshment Break / Visit Exhibits
3:45 pm - 5:00 pm	Concurrent Workshop Sessions
4:00 pm - 6:00 pm	Exhibit Teardown
6:00 pm	Dinner

Friday, October 8, 2004

7:30 am - 9:00 am	Conference Registration
7:30 am - 8:30 am	Continental Breakfast
8:45 am - 10:15 am	Super Sessions
10:30 am - 11:30 am	Closing General Session

***Tentative**

PROMOTIONAL INFORMATION

Items for the Conference Bags

Here is a great way to promote your products and services! For a \$100 fee, we will insert your company's literature and promotional items in this year's conference bags which will be distributed to more than 800 workforce development professionals. Please send 1,000 items to be inserted in the conference bags no later than September 17, 2004.

Advertising

Advertising is a terrific way to reach the individuals who decide what workforce development services and resources will be used in their communities. The Conference Program is the most popular item in the participant's conference materials. By purchasing an ad in the Conference Program, you place your message in front of key players in workforce development initiatives.

Ad Dimensions and Rates

- Full-Page: \$500
- Half-Page: \$300
- Quarter-Page: \$175

Ad Specifications

Advertisement files may be sent through the following media, accompanied by hard copy printouts:

3 1/2" Floppy Disks • Zip Disks • CD • E-mail

The media must contain the original file, any embedded artwork, all supplemental logos/artwork and all fonts used. Please visit the Conference website for acceptable formats. Advertisements will be published in black and white.

Please email advertisements to Catherine Jones at catherine.jones@ded.mo.gov, or mail to:

Missouri Division of Workforce Development
Attention: Catherine Jones
421 E. Dunklin
P.O. Box 1087, Jefferson City, MO 65102-1087

The deadline to submit artwork for the Conference Program is September 3, 2004. To guarantee premium placement of your ad, early submissions are strongly recommended.

Exhibits

Exhibit space creates an exceptional platform to network with existing clients and to meet new prospects. Do not miss the chance to showcase your products and services to over 800 conference attendees.

Exhibit Package - \$300

- 8' x 10' Space
- Pipe and drape
- Identification Sign
- 6' Table
- 2 Chairs
- Wastebasket
- One complimentary conference registration includes access to all conference activities, meals and workshops.
- Link to your company's website from the Conference website.
- Space must be reserved no later than September 3, 2004.

Exhibitors will be notified of their booth space no later than September 17, 2004.

Liability

- The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the 22nd Annual Governor's Conference on Workforce Development, its partners, directors and employees, the Hotel, its owner, management company, their agents, servants and employees from any and all such losses, damages and claims.

Visit the Conference Website:
www.ded.mo.gov/workforceconference/

Registration Form on Reverse

SPONSORSHIPS

Sponsorships create a unique opportunity to publicize your organization to existing clients and new prospects. The 22nd Annual Governor's Conference on Workforce Development offers the following levels of sponsorship:

Platinum Level (\$5,000)

- Complimentary exhibit space (1)
- Complimentary conference registrations (up to 3)
- Complimentary full-page advertisement in the conference program
- Link to your website from the conference website
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into the conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area.

Gold Level (\$3,000)

- Complimentary exhibit space (1)
- Complimentary conference registrations (up to 2)
- Complimentary half-page advertisement in the conference program
- Link to your website from the conference website
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into the conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area.

Silver Level (\$1,500)

- Complimentary exhibit space (1)
- Complimentary conference registration (1)
- Complimentary quarter-page advertisement in the conference program
- Link to your website from the conference website
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into the conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area.

Bronze Level (\$500)

- Complimentary conference registration (1)
- Complimentary quarter-page advertisement in the conference program
- Link to your website from the conference website
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area.

Visit the Conference Website:
www.ded.mo.gov/workforceconference/

Registration Form on Reverse

SPONSOR REGISTRATION

Registration Deadline: September 3, 2004

Company Information:
Please complete the information exactly as you would like it to appear in the conference materials.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Principal Contact: _____ Title: _____

E-mail: _____

Company Website: _____

As a sponsor, there is no charge to link your company website from the conference website.

Signature: _____

All correspondence will be with the principal contact.

Our company will participate as a:
☐ Platinum Level Sponsor (\$5,000) ☐ Gold Level Sponsor (\$3,000)
☐ Silver Level Sponsor (\$1,500) ☐ Bronze Level Sponsor (\$500)

Names of individuals receiving the complimentary registration:

Names of additional registrants that exceed your sponsorship level allotment will be invoiced \$200 each.

Brief explanation of services your company offers (for the conference program): _____

Method of Payment:
☐ Check enclosed made payable to Friends of the Missouri Women's Council.
(Federal Tax I.D. #43-1701418)
☐ Please invoice — Purchase Order Number: _____

☐ Total Enclosed \$ _____

Please complete & return to: Missouri Division of Workforce Development
Attn: Workforce Development Conference
P.O. Box 1087
Jefferson City, MO 65102-1087

Overnight accommodations at Tan-Tar-A may be made by calling 800.826.8272 or 573.348.3131

EXHIBITOR REGISTRATION

Registration Deadline: September 3, 2004

Company Information:
Please complete the information exactly as you would like it to appear in the conference materials.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Principal Contact: _____ Title: _____

E-mail: _____

Company Website: _____

As a sponsor, there is no charge to link your company website from the conference website.

Signature: _____

All correspondence will be with the principal contact.

Name of individual receiving complimentary conference registration: _____

Names of additional individuals staffing the booth:

Individuals will be invoiced \$200 each.

Brief explanation of services your company offers (for the conference program): _____

Cancellation/Refund Policy:
Exhibitor cancellations made in writing and received by September 10, 2004 will receive 50% refund.

OTHER PROMOTIONAL OPPORTUNITIES

Advertisements:
Please indicate size: ☐ Full- Page - \$500 ☐ Half-Page - \$300 ☐ Quarter Page - \$175

Promotional Items:
Please indicate if you would like your company's promotional materials inserted in the conference bags for a \$100 fee.
☐ Yes ☐ No

Method of Payment:
☐ Check enclosed made payable to Friends of the Missouri Women's Council.
(Federal Tax I.D. #43-1701418)

☐ Please Invoice — Purchase Order Number: _____

☐ Total Enclosed \$ _____

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PROMOTIONAL OPPORTUNITIES



2004 Governor's Conference on Workforce Development

Missouri's Strategic Solutions for the 21st Century

October 6 – 8, 2004

Tan-Tar-A
Osage Beach, Missouri

*Join us for Missouri's Premiere
Workforce Development Conference!*

22nd Annual Governor's Conference on Workforce Development
October 6 - 8, 2004 • Tan-Tar-A • Osage Beach, Missouri

Workforce Development System Partners:

Department of Economic Development
Division of Workforce Development
Missouri Training and Employment Council
Department of Elementary and Secondary Education
Division of Vocational Rehabilitation
Division of Vocational and Adult Education
Department of Labor and Industrial Relations
Division of Employment Security
Department of Higher Education
Department of Social Services
Division of Child Support Enforcement
Family Support Division
Office of Administration
Division of Facilities Management
Department of Corrections

The Missouri Division of Workforce Development is an Equal Opportunity Employer.
Auxiliary aids and services available upon request to individuals with disabilities.